

**CITY OF CHARLOTTE**  
**DEPARTMENT OF FINANCE & TREASURE**  
**INTEROFFICE MEMORANDUM**

**TO:** MAYOR LEWIS, CITY COUNCIL AND MANAGER GUETSCHOW  
**FROM:** CHRISTINE K. MOSSNER, FINANCE DIRECTOR  
**SUBJECT:** QUESTIONS REGARDING THE JULY 24, 2017 CLAIMS SUBMITTED FOR PAYMENT  
**DATE:** JULY 21, 2017

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The following questions were received from Councilmember Bahmer regarding specific items submitted for payment. He requested background information on the following items:

- The \$100 charge from ATA National Title Group for a title search on 649 N. Sheldon on page #3.
  - As part of a dangerous building hearing on this property, we need to notify all interested parties. In order to identify those parties, a title search was warranted.
- The \$656.22 account analysis fee from Bank of America on page #4
  - Typically, our bank fees, from Bank of America, were covered by the balances of the accounts we held at the bank. However, after recently closing two accounts, the second quarter balances were not high enough to cover the second quarter fees. One of the reasons I chose to close the accounts at Bank of America and transfer the funds to Independent Bank was because of Bank of America's increasing fees.
- A charge from Guardian Trucking in the amount of \$1,056 for annual subscription/training data base creation on page #12
  - \$782 of this charge is the annual subscription for an employee documentation/evaluation/training tracking software. The remaining \$274 is a one-time implementation/training/database creation fee.
- A \$1,612.80 expenditure for automation services CP5/CP1 payed to Perceptive Controls on page #19.
  - This invoice was for maintenance work performed on control panel 5 and control panel 1 at the wastewater treatment plant. These control panels run the equipment at the plant and therefore, must be kept in optimal working condition.